



**STANDARD APPLICATION FORM FOR CONSTRUCTION SITES  
DISTURBING MORE THAN 2 ACRES  
SOUTH CAROLINA DEPARTMENT OF HEALTH & ENVIRONMENTAL CONTROL  
STORMWATER MANAGEMENT  
(See Reverse for Instructions)**

Submission of this application constitutes notice that the party identified in Section 2 of this form intends to be authorized by a NPDES permit issued for storm water discharges associated with construction activity in the State of South Carolina. Becoming a permittee obligates such discharger to comply with the terms and conditions of the permit.

ALL NECESSARY INFORMATION MUST BE PROVIDED ON THIS FORM.

**Section 1**

DATE: \_\_\_\_\_

1. FACILITY NAME OR PROJECT NAME: \_\_\_\_\_  
COUNTY: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_  
LOCATION (also shown on location map): \_\_\_\_\_  
LATITUDE: \_\_\_\_\_ LONGITUDE: \_\_\_\_\_  
TAX MAP #: \_\_\_\_\_ USGS QUADNAME: \_\_\_\_\_
2. NEAREST RECEIVING WATERBODY: \_\_\_\_\_  
DISTANCE TO NEAREST RECEIVING WATERBODY: \_\_\_\_\_  
NEXT KNOWN RECEIVING WATERBODY: \_\_\_\_\_

**Section 2**

3. PROPERTY OWNER OF RECORD: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE (DAY): \_\_\_\_\_ (NIGHT): \_\_\_\_\_ (FAX): \_\_\_\_\_
4. PERSON FINANCIALLY RESPONSIBLE FOR THE LAND DISTURBING ACTIVITY: \_\_\_\_\_  
(if different than above)  
ADDRESS: \_\_\_\_\_  
PHONE (DAY): \_\_\_\_\_ (NIGHT): \_\_\_\_\_ (FAX): \_\_\_\_\_
5. AGENT OR CONTACT PERSON (if applicable): \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE (DAY): \_\_\_\_\_ (FAX): \_\_\_\_\_ (MOBILE): \_\_\_\_\_
6. ENGINEER, TECHNICAL REPRESENTATIVE OR FIRM: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE (DAY): \_\_\_\_\_ (FAX): \_\_\_\_\_ (MOBILE): \_\_\_\_\_
7. CONTRACTOR OR OPERATOR (if known): \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE (DAY): \_\_\_\_\_ (NIGHT): \_\_\_\_\_ (MOBILE): \_\_\_\_\_

**Section 3**

8. SIZE, TOTAL (acres): \_\_\_\_\_ SURFACE AREA OF LAND DISTURBANCE (acres): \_\_\_\_\_
9. IS THIS PART OF A LARGER COMMON PLAN FOR DEVELOPMENT OR SALE? \_\_\_\_\_  
IF YES, WHAT IS THE STATE PERMIT NUMBER? \_\_\_\_\_  
WHAT IS THE NPDES PERMIT NUMBER (If applicable)? \_\_\_\_\_  
HAS A NOTICE OF TERMINATION BEEN SUBMITTED? \_\_\_\_\_
10. SIC CODE: \_\_\_\_\_ (SIC code only required if site disturbs 5 acres or more)  
IS THE SITE LOCATED ON INDIAN LANDS? (if site disturbs 5 or more acres) \_\_\_\_\_
11. TYPE OF PROJECT & FEES (please circle the type of activity): \_\_\_\_\_  
a. Federal - State - Local - School (Exempt from STATE fees, NPDES fee may apply): \_\_\_\_\_  
b. Industrial - Commercial - Residential - Part of a Larger Common Plan for Development or Sale (\$50 per disturbed acre, max. \$1,000 state fee per project): \_\_\_\_\_  
(In addition a \$125 NPDES administration fee will be required on all Projects disturbing 5 acres or more)

TOTAL FEE: \$ \_\_\_\_\_

## INSTRUCTIONS

### STANDARD APPLICATION FORM FOR CONSTRUCTION SITES DISTURBING MORE THAN 2 ACRES

#### Who Must File A Standard Application Form For Construction Sites Disturbing More Than 2 Acres

Any public (federal, state, local or school) or private, industrial, commercial, and/or residential subdivision project that will be engaging in any land disturbing activity that disturbs an area of two (2) or more acres or is part of a larger common plan for development or sale.

#### Where To File

Horry County:

Department of Health and Environmental Control  
Office of Ocean and Coastal Resource Management  
Myrtle Beach Office  
1601 North Oak Street, Suite 203, Myrtle Beach, SC 29577  
(803)626-7217

Beaufort and Jasper Counties:

Department of Health and Environmental Control  
Office of Ocean and Coastal Resource Management  
Beaufort Office  
P.O. Box 587, Beaufort, SC 29901  
(803)524-6885

Berkeley, Charleston, Colleton, Dorchester and Georgetown Counties:

Department of Health and Environmental Control  
Office of Ocean and Coastal Resource Management  
1362 McMillan Avenue, Suite 300, Charleston, SC 29405  
(803)744-5838

Clarendon County:

Clarendon Soil and Water Conservation District  
9B West Rigby Street, Manning, SC 29102  
(803)435-2612

Greenville County:

Greenville County Soil and Water Conservation District  
301 University Ridge, Suite 4500, Greenville SC 29601  
(864)467-2756

City of Greenville:

City of Greenville  
Engineering & Public Works Department  
P.O. Box 2207, Greenville, SC 29602  
(864)467-4400

Lexington County:

Lexington County Department of Planning and Development  
County Administration Building  
212 South Lake Drive, Lexington, SC 29072  
(803)359-8121

Richland County:

Richland County Department  
of Public Works Administration & Engineering  
400 Powell Road, Columbia, SC 29203  
(803)735-7305

Spartanburg County:

Spartanburg County Environmental Services  
P.O. Box 1633, Spartanburg, SC 29304  
(864)596-3584

City of Spartanburg:

City of Spartanburg  
Public Works Department  
P.O. Drawer 1749, Spartanburg, SC 29304-1749  
(864)596-2107

York County:

York County Planning and Development Services  
1070 Heckle Blvd. Box A-5, Rock Hill, SC 29732  
(864)327-9079

ALL OTHER COUNTIES:

Department of Health & Environmental Control  
Stormwater Permitting Section  
2600 Bull Street, Columbia, SC 29201-1708  
(803) 898-4300

#### Completing The Application

You must type or print, in the appropriate areas only. Direct any questions you may have to (803)734-5300 or the appropriate implementing agency.

#### Section 1 Location Information

1. Enter the name of the project or facility where the land disturbing activity will be taking place. Enter the location of the activity.
2. Enter the names of the waterbodies as needed.

#### Section 2 Personal Information

Enter the name, complete address and phone numbers as needed in questions 3 through 7

#### Section 3 General Information

8. Enter the total area of the project area in acres. Enter the total surface area, in acres, of the land that will be disturbed. If two (2) acres or less, please refer to Standard Reporting Form For Construction Sites Disturbing 2 Acres Or Less.
9. Indicate whether this project is part of a larger common plan for development or sale. If it is, include the original state and NPDES permit numbers and indicate whether or not a Notice of Termination has been filed. If an NOT has not been filed, the \$125 NPDES fee will not need to be paid.
10. List the Standard Industrial Classification (SIC) code as needed. Enter yes or no, as appropriate if the site is located on Indian lands. (Only needed if site is 5 acres or greater)

#### **NOTE: SIC CODES ONLY REQUIRED IF SITE DISTURBS 5 OR MORE ACRES**

##### SIC CODES:

- |      |                                     |
|------|-------------------------------------|
| 15   | GENERAL BUILDING CONTRACTORS        |
| 1521 | Single-family housing construction  |
| 1522 | Residential construction, nec.      |
| 1531 | Operative builders                  |
| 1541 | Industrial buildings and warehouses |
| 1542 | Nonresidential construction, nec.   |
| 16   | HEAVY CONSTRUCTION                  |
| 1611 | Highway and street construction     |
| 1622 | Bridge, tunnel, & elevated highway  |
| 1623 | Water, sewer, and utility lines     |
| 1629 | Heavy construction, nec.            |
| 17   | SPECIAL TRADE CONTRACTORS           |
| 1794 | Excavation work                     |
| 1795 | Wrecking and demolition work        |

11. Circle the appropriate type of project. If your project is listed in the "a" category enter "EXEMPT" for the total fee. If your project is listed in the "b" category then enter the total fee. (\$50 per disturbed acre, Maximum \$1,000 state fee per project)
12. Enter the actual start and completion dates or a best estimate.
13. Enter yes or no, as appropriate. If yes, delineation must be included on the plan. If waters of the state will be impacted, the appropriate permits must be obtained from SCDHEC and/or the U S Army Corps of Engineers.
14. Identify any existing flooding problems in the surrounding area.

#### Section 4 Certification

For questions 15 through 17 please read the certification. Have appropriate person(s) sign and date the certification.

Distribute a copy of the plans after approval to the owner, design professional, and the contractor.

12. START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

13. ARE THERE ANY FRESHWATER WETLANDS LOCATED ON THE PROPERTY? \_\_\_\_\_

IF YES, HAVE THE WETLANDS BEEN DELINEATED? \_\_\_\_\_

ARE ANY WETLANDS BEING IMPACTED BY THIS PROJECT? \_\_\_\_\_

14. ARE THERE ANY EXISTING FLOODING PROBLEMS IN THE SURROUNDING AREAS? \_\_\_\_\_

#### Section 4

##### CERTIFICATION

15. I HEREBY CERTIFY THAT ALL LAND DISTURBING CONSTRUCTION AND ASSOCIATED ACTIVITY PERTAINING TO THIS SITE SHALL BE ACCOMPLISHED PURSUANT TO AND IN KEEPING WITH THE TERMS AND CONDITIONS OF THE APPROVED PLANS. I ALSO CERTIFY THAT A RESPONSIBLE PERSON WILL BE ASSIGNED TO THE PROJECT FOR DAY-TO-DAY CONTROL. I CERTIFY UNDER PENALTY OF LAW THAT THIS DOCUMENT AND ALL ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH A SYSTEM DESIGNED TO ASSURE THAT QUALIFIED PERSONNEL PROPERLY GATHERED AND EVALUATED THE INFORMATION SUBMITTED. BASED ON MY INQUIRY OF THE PERSON OR PERSONS WHO MANAGE THE SYSTEM, OR THOSE PERSONS DIRECTLY RESPONSIBLE FOR GATHERING THE INFORMATION, THE INFORMATION SUBMITTED IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, ACCURATE, AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINE AND IMPRISONMENT FOR KNOWING VIOLATIONS.

\_\_\_\_\_  
PRINTED NAME  
OWNER/PERSON FINANCIALLY RESPONSIBLE  
(Engineer may not sign for the owner)

\_\_\_\_\_  
SIGNATURE  
OWNER/PERSON FINANCIALLY RESPONSIBLE  
(Engineer may not sign for the owner)

16. I HEREBY GRANT AUTHORIZATION TO THE DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL AND/OR THE LOCAL IMPLEMENTING AGENCY THE RIGHT OF ACCESS TO THE SITE AT ALL TIMES FOR THE PURPOSE OF ON SITE INSPECTIONS DURING THE COURSE OF CONSTRUCTION AND TO PERFORM MAINTENANCE INSPECTIONS FOLLOWING THE COMPLETION OF THE LAND DISTURBING ACTIVITY.

\_\_\_\_\_  
PRINTED NAME  
OWNER/PERSON FINANCIALLY RESPONSIBLE  
(Engineer may not sign for the owner)

\_\_\_\_\_  
SIGNATURE  
OWNER/PERSON FINANCIALLY RESPONSIBLE  
(Engineer may not sign for the owner)

17. DESIGNER CERTIFICATION - FIVE COPIES OF THE PLANS, ALL SPECIFICATIONS AND SUPPORTING CALCULATIONS, FORMS, AND REPORTS ARE HERewith SUBMITTED AND MADE A PART OF THIS APPLICATION. I HAVE PLACED MY SIGNATURE AND SEAL ON THE DESIGN DOCUMENTS SUBMITTED SIGNIFYING THAT I ACCEPT RESPONSIBILITY FOR THE DESIGN OF THE SYSTEM. FURTHER, I CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THE DESIGN IS CONSISTENT WITH THE REQUIREMENTS OF TITLE 48, CHAPTER 14 OF THE CODE OF LAWS OF SC, 1976 AS AMENDED, AND PURSUANT REGULATION 72-300.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
S.C. REGISTRATION NUMBER

ENGINEER \_\_\_\_\_  
TIER B, LAND SURVEYOR \_\_\_\_\_  
LANDSCAPE ARCHITECT \_\_\_\_\_

**SC DEPARTMENT OF HEALTH & ENVIRONMENTAL CONTROL  
STORMWATER PERMITTING CHECK LIST FOR ENGINEERS**

**SITES DISTURBING MORE THAN TWO (2) ACRES**

The applicant must include the following items as part of the submittal package for a stormwater management permit:

- \_\_\_ 1. **CURRENT COMPLETED APPLICATION FORM:**
- \_\_\_ 2. **ONLY ONE SET OF COMPLETED SITE PLANS:**
- \_\_\_ 3. **FEES:**
  - \$ for all sites greater than 2 acres, \$50/acre; maximum fee not exceeding \$1000
  - \$ for all sites greater than 5 acres, an additional NPDES fee of \$125
  - \$ all phases of larger common plan of development, \$50/acre
  - \$ NOTE: as long as one phase of a larger common plan has an active NPDES number (i.e. an NPDES has not been submitted) then all phases are covered under that NPDES number and do not have to pay \$125.
- \_\_\_ 4. **LOCATION MAP:**
  - ◆ include North arrow and scale
- \_\_\_ 5. **PROJECT NARRATIVE:**
  - ◆ brief description of pre- and post-development site conditions
  - ◆ if there are current flooding problems in the surrounding areas, please address
- \_\_\_ 6. **USGS TOPO MAP (outline the following):**
  - ◆ project location
  - ◆ route of runoff from site to the nearest receiving waterbody
  - ◆ critical areas downstream from site
- \_\_\_ 7. **DRAINAGE AREA MAPS:**
  - ◆ *existing* and *proposed* drainage areas and discharge points
  - ◆ *offsite* drainage areas that may drain through the site
- \_\_\_ 8. **FLOODWAY MAPS/FEMA FLOOD INSURANCE MAPS (if applicable):**
- \_\_\_ 9. **PREDOMINATE SOIL TYPES:**
  - ◆ specify soil type and the hydrological soil group
- \_\_\_ 10. **WETLANDS AND/OR WATERS-OF-THE-STATE:**
  - ◆ delineate on plans
  - ◆ for any disturbances (i.e. fill of wetlands, creek crossings, etc.) notify the CORPS at (843) 746-2722 or Mr. Quinton Epps of DHEC at (803) 898-4249 to see if a permit will be required
  - ◆ a 20-foot minimum buffer between a sediment trap/pond and wetlands is recommended
  - ◆ if wetlands and/or waters-of-the-state are to be impacted, work cannot be performed in these designated areas until all necessary permits have been acquired
- \_\_\_ 11. **DETENTION WAIVER:**
  - ◆ if the 2- and 10-year post-development flows are greater than pre-developed, waivers from detention may be granted in accordance with reg 72-302(B) on a case-by-case basis
  - ◆ justification and a written request for a waiver is required
  - ◆ it must be stated in writing that the increased flows will not have a significant adverse impact on the downstream/adjacent properties

\_\_\_ 12. **INLET PROTECTION:**

- ◆ at all inlets that do not discharge into a sediment basin
- ◆ hay bales are not recommended
- ◆ an inlet should not have more than 1 acre draining to it

\_\_\_ 13. **ENERGY DISSIPATORS/OUTLET PROTECTION:**

- ◆ all outlets should be stabilized
- ◆ riprap aprons should be sized accordingly (see Appendix I in handbook)
- ◆ provide riprap detail with apron dimensions and stone sizes
- ◆ filter fabric should be used under riprap

\_\_\_ 14. **DISCHARGE POINTS:**

- ◆ provide the pre- and post-developed and 2- and 10-year peak flows at each outfall
- ◆ provide the 10-year post-developed velocities
- ◆ storm drainage or pond outfalls must be carried to an existing drainage outfall such as a pipe, ditch, etc.
- ◆ no point discharge onto adjacent property where there was not a point discharge previously unless you have the owner's permission in writing
- ◆ level spreaders, plunge tools, etc. should be considered when the proposed outlet is near the property line
- ◆ a 15-foot minimum buffer between the property line and the discharge point is recommended
- ◆ outlets should not discharge on fill slopes

\_\_\_ 15. **FILL SLOPES AND/OR EMBANKMENTS:**

- ◆ a minimum buffer of 20-feet from the property line is recommended
- ◆ all slopes must be stabilized
- ◆ measures in addition to grassing or hydroseeding may include synthetic or vegetative matting, diversion berms, temporary slope drains, etc.

\_\_\_ 16. **SPECIAL REQUIREMENTS FOR UTILITY LINES:**

- ◆ address how creek crossings are to be handled (narrative, detail, etc.)
- ◆ fill, cover and temporary seeding at the end of each day is recommended
- ◆ if water is encountered while trenching, the water should be filtered to remove any sediment before being pumped back to the creek

\_\_\_ 17. **DETENTION POND CALCULATIONS:**

- ◆ a pond routing is required using a volume-based hydrograph for the SCS 24-hour rainfall event
- ◆ TR55 does not perform a full pond routing and the rational method cannot be used
- ◆ Drain-Edge, Pond2, HEC-1, SEDCAD, HYDRAFLOW, etc. perform full pond routings
- ◆ provide a summary table of the peak inflows, peak outflows, and maximum water surface elevations for the 2-, 10-, and (100 is recommended)-year storms of the pond
- ◆ provide the stage-storage-discharge relationship for the outlet structure of the pond and include the data and equations used to rate the outlet structure
- ◆ dry ponds should drain completely within a 24- to 72-hour time period
- ◆ provide a horseshoe riprap berm in front of any low level outlets during construction and include on detail
- ◆ provide detail with the outlet structure and cross-section of the dam, including elevations that correspond to the calculations
- ◆ it is recommended that the emergency spillway be designed for the 50-year storm
- ◆ 0.5-feet of freeboard is recommended between the 10-year storm and the earthen spillway
- ◆ 0.5-feet of freeboard between the 50-year storm and top of the dike is recommended
- ◆ emergency spillway should not be built on fill slopes if possible

\_\_\_ 18. **STABLE CHANNELL CALCULATIONS:**

- ◆ must be able to handle the peak capacity of the 10-year storm without eroding

\_\_\_ 19. **SEDIMENTOLOGY:**

- ◆ sediment basins are required when 10 or more disturbed acres drain to a single outlet
- ◆ basin should provide 80% trapping efficiency; provide calculations
- ◆ temporary sediment traps should only be sized for 5 acres or less draining to them and should provide at least 1800 ft<sup>3</sup> of storage/acre draining to them
- ◆ hay bales are not recommended to be used alone
- ◆ silt fence should not be specified in areas of concentrated flows

\_\_\_ 20. **SITE PLANS CHECKLIST:**

- √ North arrow and scale
- √ Property lines, adjacent landowners, and land-use conditions
- √ Legend
- √ Registered engineer's stamp
- √ COA stamp
- √ Existing and proposed contours
- √ Limits of disturbed area
- √ Delineation of wetlands and/or waters-of-the-state
- √ Easements
- √ Road profiles with existing and proposed ground levels
- √ Construction sequence (include implementation of all sediment and stormwater controls)
- √ Locations of all temporary and permanent control measures
- √ Details for all temporary and permanent control measures
- √ Grassing and stabilization specifications
- √ Maintenance requirements (for the temporary and permanent controls, grassing, etc.)
- √ Construction entrance/exit
- √ Standard Notes
- √ Location map
- √ Individual lot plan (if applicable)

\_\_\_ 21. **STANDARD NOTES:**

If necessary, slopes which exceed eight (8) vertical feet should be stabilized with synthetic or vegetative mats, in addition to hydroseeding. It may be necessary to install temporary slope drains during construction. Temporary berms may be needed daily until the slope is brought to grade.

Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than fourteen (14) days after work has ceased, unless activity in that portion of the site will resume within twenty-one (21) days.

All sediment and erosion control devices shall be inspected every seven (7) days or after each rainfall occurrence that exceeds one-half (0.5) inch. Damaged or ineffective devices shall be repaired or replaced, as necessary.

Provide silt fence and/or other control devices, as may be required, to control soil erosion during utility construction. All disturbed areas shall be cleaned, graded and stabilized with grassing immediately after the utility installation.

All erosion control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been stabilized. Additional control devices may be required during construction in order to control erosion and/or offsite sedimentation. All temporary control devices shall be removed once construction is complete and the site is stabilized.

The contractor must take necessary action to minimize the tracking of mud onto the paved roadway from construction areas. The contractor shall daily remove mud/soil from pavements, as may be required.

Residential subdivisions require erosion control features for infrastructure as well as for individual lot construction. Individual property owners shall follow these plans during lot construction or provide an individual plan meeting section R 72-307 of the stormwater management and sediment reduction act. Provide a detail.